
SUPPORTING STATEMENT FOR PAPERWORK REDUCTION ACT SUBMISSIONS

A. Justification

A1. Need for Information Collection

Each year, AmeriCorps National Civilian Community Corps (NCCC) engages teams of members in projects in communities across the United States. Service projects, which typically last from six to eight weeks, address critical needs in natural and other disasters, infrastructure improvement, environmental stewardship and conservation, energy conservation, and urban and rural development. AmeriCorps NCCC awards teams to non-profit and faith-based organizations; local, state, and federal governments; Indian tribes; and educational institutions. This information collection comprises the questions applicants answer to apply to sponsor an AmeriCorps NCCC team.

A2. Indicate how, by whom, and for what purpose the information is to be used.

Applicants respond to the questions included in these instructions in order to sponsor an AmeriCorps NCCC team at one of four campuses: Pacific, Southwest, North Central, and Southern. The regional programming departments will use the information collection to select local, state, and national entities that will engage AmeriCorps NCCC members in work to address community challenges.

A3. Minimize Burden: Use of Improved Technology to Reduce Burden

AmeriCorps NCCC will be eliciting and accepting applicants' response to these questions electronically via email. If applicants are unable to submit their application electronically, it can be submitted by mail or fax to the appropriate AmeriCorps NCCC campus.

A4. Non-Duplication

There are no other sources of information by which AmeriCorps NCCC can meet the purposes described in A2 (above).

A5. Minimizing for economic burden for small businesses or other small entities.

There is no economic burden to any small business or other small entities for this collection of information beyond the cost of staff time to collect and report the data. This is minimized to the degree possible by only asking for the information absolutely necessary to assess an organization's eligibility to apply and capacity to sponsor an AmeriCorps NCCC team.

A6. Consequences of the collection if not conducted, conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The Corporation will be unable to request the necessary information to assess prospective AmeriCorps NCCC sponsors.

A7. Special circumstances that would cause information collection to be collected in a manner requiring respondents to report more often than quarterly; report in fewer than 30 days after receipt of the request; submit more than an original and two copies; retain records for more than three years; and other ways specified in the Instructions focused on statistical methods, confidentially, and proprietary trade secrets.

There are no special circumstances that would require the collection of information in these ways.

A8. Provide copy and identify the date and page number of publication in the Federal Register of the Agency's notice. Summarize comments received and actions taken in response to comments. Specifically address comments received on cost and hour burden.

The 60-day *Notice* soliciting comments was published on Monday, March 18, 2019 on pages 9767-9768. No comments were received.

A9. Payment to Respondents

There are no payments or gifts to respondents.

A10. Assurance of Confidentiality and its basis in statute, regulation, or agency policy.

CNCS does not provide an assurance of confidentiality to respondents.

A11. Sensitive Questions

The information collection does not include questions of a sensitive nature.

A12. Hour burden of the collection

This is the application and the application instructions required to sponsor an AmeriCorps NCCC team.

We expect approximately 1,800 respondents to use the application and corresponding instructions to apply to sponsor an AmeriCorps NCCC team. The frequency of response will not be greater than annually and should not exceed 10 hours of effort per respondent.

A13. Cost burden to the respondent

There is no cost to the respondent.

A14. Cost to Government

NCCC Sponsor Survey Cost	Pay Band	Salary*	% of Effort	Total Cost to Government
Federal Oversight				
Associate Program Director	NY-3	62,200	10%	6,220.00
Associate Program Director	NY-3	62,200	10%	6,220.00
Associate Program Director	NY-3	62,200	10%	6,220.00
Associate Program Director	NY-3	62,200	10%	6,220.00
Deputy Region Director for Programming	NY-4	115,000	5%	5,750.00
Deputy Region Director for Programming	NY-4	115,000	5%	5,750.00
Deputy Region Director for Programming	NY-4	115,000	5%	5,750.00
Deputy Region Director for Programming	NY-4	115,000	5%	5,750.00
Total				47,880.00

A15. Reasons for program changes or adjustments in burden or cost.

The burden was adjusted to reflect actual usage.

A16. Publication of results

The results of these applications will not be published.

A17. Explain the reason for seeking approval to not display the expiration date for OMB approval of the information collection.

Not applicable.

A18. Exceptions to the certification statement

There are no exceptions to the certification statement in the submitted ROCIS form.

